

The Department of the Army -- Job Opportunity Announcement

Changes to this vacancy announcement:

06/04/2002--Amends number of vacancies; fax number for C.McCallum (Comments Section, Item 2); and defines assigned project (D.C. Schools) in the Duties Section.

Job No.: GE02102870

Opening Date: June 3, 2002

Closing Date: June 2, 2003

Position Title (Pay Plan-Series): General Engineer (Project Manager)
(GS-0801)

Grade: 13

Full Performance Grade: 13

Comments: NOTES:

1. Incumbent must possess a valid state driver's license and be willing to travel up to 25% of the time.
2. Applicants must include the following information in the content of their resume: Summary of ratings for the last three annual performance appraisals, training and award history, membership in relevant societies, and professional registration/license, if applicable. Applicants must fax a copy of the most recent performance rating to C.McCallum, 410-385-5460.

Subsequent cut-off dates will be made as vacancies occur.

Initial cut off date 02 July 2002.

Number of vacancies to be filled by this announcement - Three.

Salary: \$66,229 - \$86,095 per annum

Region: Northeast

Organization: US Army Engineer District, Baltimore
Programs and Project Mgmt Division
Military Branch

Duty Station: Washington, DC

Area of Consideration:

- Army employees with competitive status; and eligible Army CIPMS employees.
- Department of Defense employees serving on a Career or Career Conditional Appointment.

- Interagency Career Transition Assistance Plan (ICTAP) eligibles: Current or former employees displaced from non-DOD agencies. Individuals seeking ICTAP eligibility must submit a copy of their Reduction in Force (RIF) separation notice (Notification Letter of SF 50) and a copy of their most recent performance rating.
- Veterans Employment Opportunities Act of 1998: Veterans who are preference eligible or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.
- Transfer eligibles: current permanent, competitive non Army Federal employee.
- Reinstatement eligibles: Attained Career status on a permanent, competitive Federal appointment; or Career-Conditional with reinstatement eligibility, generally within 3 years of separation, exceptions 5 CFR 315.201(b) (3).

Duties: Serves as Senior Project Manager, responsible for the overall management, control, coordination and execution of assigned project, District of Columbia Schools. As a project team leader, implements corporate decisions, guidance, laws, regulations and policy in the development of projects and intermediate products in support of projects. Negotiates and integrates all district functions (i.e., planning, design, cost engineering, construction, real estate, contracting, etc.), sponsor/customer needs and other agencies commitment in support of assigned projects into comprehensive management plans. Within these plans, integrates Executive/Congressional schedules and criteria and establishes project scope and criteria, schedules and milestones, budgets, dependencies and responsibilities of the participating parties, assumptions and risks, contingencies, and performance measurement criteria. Responsible for obtaining and maintaining the district corporate commitment to management plans. Participates in district programming decisions affecting long and short range courses of action for assigned projects. Provides input to the district operating budget related to projects assigned. Coordinates the planning, design, cost engineering, construction, and environmental considerations, etc. for engineering projects of considerable scope and complexity as measured by their diversity, geographical area, management demands, technical intricacies, and public issues. Projects managed are complicated by multiple local sponsors/customers; major technical issues; conflicting interests of Federal, state and local government agencies, business and industry groups, and private citizens; a variety of statutes and regulations; a high incidence requirement for special equipment, materials, design features; unique projects with special acquisition strategies, or close agency scrutiny because of size and economic implications and top-level approvals required. Controls and manages project milestones and budgets from planning through construction and initial operations. Allocates project funds to district elements, consistent with progress attained, and measures and monitors performance to assure commitment of all parties are being maintained. Reviews and analyzes cost reports to assure charges are authorized and

appropriate; identifies unauthorized charges and assures corrective actions are taken for the ultimate disposition of inappropriate charges. Reviews project progress, measuring performance and taking necessary corrective actions to maintain agreed upon schedule and cost. Represents the District Commander, acting as the districts primary point of contact with sponsor/customer, Federal, state and local government agencies, Congressional interests, other external organizations and higher authorities. Responsible for keeping the sponsor/customer fully informed of project progress, issues and their resolution, and any impacts on costs. Responsible for the development of all required sponsor/customer and Corps of Engineers agreements, leading the negotiation of such agreements on the part of the Corps of Engineers.

Qualification Requirements: 1. Basic Requirements:

Applicants must possess the following at the time of filing:

The primary method of qualifying for professional engineering positions is through successful completion of a 4-year professional engineering curriculum (not engineering technology) leading to a bachelors or higher degree in engineering in an accredited college or university. To be acceptable, the curriculum must:

- Be in a school of engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum; or
- Include differential and integral calculus and courses (more advanced than first year science or engineering) in five of the seven areas of engineering science or physics:
 - (1) statics, dynamics;
 - (2) strength of materials (stress-strain relationships);
 - (3) fluid mechanics, hydraulics;
 - (4) thermodynamics;
 - (5) electrical fields and circuits;
 - (6) nature and properties of materials (relating particle and aggregate structure of properties);
 - (7) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics.

2. Alternative Method of Meeting Basic Requirements:

If you do not meet the basic engineering requirements above, you may qualify if you have an equivalent combination of experience and education that meets the requirements listed below.

Candidates may substitute for the basic requirement of at least 4 years of college-level education, training and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering and (2) a good understanding, both theoretical and practical of the branches of engineering. This knowledge and understanding must be equivalent to that provided by a full 4-year professional engineering curriculum with respect to (a) knowledge, skills, and abilities required of the position to be filled; and (b) the ability to develop and progress in a

career as a professional engineer in the specialty field. The adequacy of such background must be demonstrated by one of the following:

Professional Registration: Current registration as a professional engineer in any state, District of Columbia, Puerto Rico or Guam. Absent other means of qualifying for engineering positions, those candidates who achieved such registration by means other than a written test (for example, state grandfather or eminence provisions) are eligible only for positions that are within or closely related to the specialty field of the registration. For example, a candidate who attains registration through a State Board eminence, provision as as manufacturing engineer typically would be eligible for manufacturing engineering positions.

Written Test: Evidence of having successfully passed the Engineer-in-Training (EIT) examination or the written test required for professional registration which is administered by the Boards of Engineering Examiners in the various states, District of Columbia, Puerto Rico and Guam.

Candidates who pass the EIT examination and complete all the requirements for bachelors degree in engineering technology (BET) that: (a) included 60 semester hours of courses in physical, mathematical and engineering sciences, and in engineering as listed in the basic requirements; or (b) was in an accredited college or in a program accredited by the Accreditation Board of Engineering and Technology (ABET) may be eligible for certain engineering positions at GS-05. Eligibility is limited to positions that are within or closely related to the specialty field of engineering technology program.

Positions covered by the minimum education requirement, which involve highly technical research, development or similar functions requiring an advanced level of competence in basic science are excluded.

Because of the diversity in kind and quality of BET programs, graduates of the BET programs are required to complete at least one year of additional education or highly technical work experience of such nature as to provide reasonable assurance of the possession of the knowledge, skills, and abilities required for professional engineering competence. The adequacy of this background must be demonstrated by passing the EIT examination.

Specified Academic Courses: Successful completion in an accredited college or university of at least 60 semester hours of courses acceptable for credit towards a B.S. in professional engineering, in the physical, mathematical, and engineering sciences. These must have included the courses specified in the basic requirements above. The courses must also be fully acceptable towards meeting the requirements of a professional engineering curriculum as described in the basic requirements.

Related Curriculum: Successful completion in an accredited college of a full 4-year or longer related curriculum leading to a bachelors degree in engineer technology or in an appropriate professional field, for example, physics, chemistry,

architecture, computer science (not computer programming), mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering provided you have at least one year of professional engineering experience which was acquired under professional engineering supervision and guidance.

Completion of Advanced Engineering Degree: Successful completion of an advanced degree in engineering which reflects the possession of the knowledge of the basic principles, concepts, and theories of professional engineering.

IN ADDITION TO MEETING THE ABOVE BASIC REQUIREMENTS, YOU MUST POSSESS THE FOLLOWING:

One year of specialized experience equivalent to the GS-12 grade level.

Specialized experience is experience which has equipped the applicant with the particular knowledge, skills and abilities (KSAs) to successfully perform the duties of General Engineer (Project Manager) and that is typically in or related to managing the efficient and effective coordination and accomplishment of the planning, scoping, development, design, construction, and direction of major projects.

Selective Placement Factors/Knowledge Skills and Abilities (KSA's): KSAs not required. Candidates will be rated against Resumix Job Search Criteria.

Standard/Other Requirements/ Instructions on How to Apply:

1. Failure to provide all of the required information as stated in the announcement may result in an ineligible rating or may affect the overall rating.
2. This position is nonsensitive and requires a personnel security investigation on a post-appointment basis only.
3. If qualified based on education, selectee must provide official transcript.
4. Temporary Duty (TDY) is required.
5. Permanent change of station (PCS) funds will be authorized.
6. Selection for this position is contingent upon proof of U.S. citizenship.
7. Direct Deposit is REQUIRED: As a condition of employment, candidates appointed, competitively promoted or reassigned are required to enroll and participate in Direct Deposit/Electronic Funds Transfer within 60 days following the effective date of that action.
8. Application/Resume deadline: Application/Resume must be received by the Closing Date of the Vacancy Announcement.
9. Male applicants born after December 31, 1959, are required to complete a Pre-Employment Certification Statement for Selective Service

registration prior to appointment. Failure to comply may be grounds for withdrawal of an offer of employment, or dismissal after appointment.

10. Candidates must meet Time-in-grade requirements (if applicable).

11. BASIS OF RATING: Basic eligibility will be determined by assessing the candidate's background against the appropriate OPM Qualifications Standard to include any selective placement factors. Candidates will be rated based on an evaluation of the extent and quality of their experience, education, and training as provided in their Resume. Candidates who meet the Basic Qualification Requirements will be further evaluated on the skills they possess or the extent and quality of skills for Delegating Examining that are directly related to the job duties as described in this vacancy announcement.

WHO MAY APPLY? Please refer to the specific vacancy announcement's Area of Consideration to determine if you are eligible to apply for this position. If you are eligible to apply, follow the procedures for How to Apply.

HOW TO APPLY

Submit the required documents to the address listed under Where To Submit Package:

1. If you are currently serviced by the Northeast Civilian Personnel Operation Center, you must have a Resume on file with our office to self nominate. If you are submitting your Resume in response to this announcement, please note you will also need to include your self nomination. For assistance, you may contact your local Civilian Personnel Advisory Center.

To self nominate, give your Name; SSN; Announcement Number; Position Title, Pay Plan, Series, Grade of the Position you are applying for; Work and/or Home Telephone Numbers; lowest acceptable grade/salary; and typing and/or steno dictation speed words per minute (if applicable). If the position has a mandatory education requirement, please certify as to whether you meet the requirement. Availability for full-time, part-time, temporary, intermittent, shift work (if applicable, please indicate yes or no to each). Geographic location codes, occupational specialty codes (list if applicable). See Where to Submit Package for self-nomination address.

2. If you are not currently serviced by the Northeast Civilian Personnel Operation Center, you may self nominate if you have a Resume on file submitted within the last year. If you have not submitted a Resume within the last year, you must submit a Resume and follow the procedures 2a-2b listed below.

2a. RESUME. In order to receive consideration, your Resume must be prepared in the format described under Resume Format. It must contain all of the required information. Your Resume can not exceed three pages.

2b. Supplemental Data. Provide the following information on a separate sheet of white bond paper, 8.5X11. Name; SSN; Announcement Number;

Date of Birth; US Citizen (Yes or No); Lowest Grade/Salary You Will Accept; Are you a retired military member (Yes or No)?; If yes, please give date of retirement; Are you claiming veterans' preference (Yes or No)?; If yes indicate type of preference code (5 point, 10 point/Disability, 10 point/Compensable, 10 point/Other, 10 point/Compensable/30%); Specify all dates of military service; Have you ever received a Government Separation Incentive (Yes or No)?; If yes, please provide date of that separation. Provide the date of your last Performance Appraisal and state whether your last appraisal was fully successful or higher. Please list your particular Eligibility Code(s) from among the following - List all that apply to you. (See Announcement's Area of Consideration to determine your eligibility to apply)

AO - External Army Other (Army employees not currently serviced by the
Northeast Civilian Personnel Operations Center (NECPOC)
AC - Acquisition Corps
CI - Civilian Intelligence Personnel Mgmt System (CIPMS)
CV - 30% Compensable Veteran
DI - Employment Program for People With Disabilities
EO - Executive Order 12721
IC - Interagency Career Transition Assistance Plan (ICTAP)
 *See Special Priority Consideration under ICTAP below
MS - Military Spouse Preference
NA - Non Appropriated Fund (NAF) Employee
NS - Non Status Applicant (includes temporary and term appts)
OS - Outstanding Scholar
RS - Reinstatement Eligible
TR - Transfer Eligible
VR - Veterans Readjustment Appointment Eligible
VE - Veterans Employment Opportunities Act of 1998 (Schedule B Authority);

Race National Origin (OPTIONAL-For statistical purposes only): A- American Indian or Alaskan Native, B-Asian or Pacific Islander, C- Black, D-Hispanic, E-White, not of Hispanic origin, or F- Other(Specify); SEX (OPTIONAL-For statistical purposes only): M-Male or F-Female.

*SPECIAL PRIORITY CONSIDERATION UNDER THE INTERAGENCY CAREER TRANSITION ASSISTANCE PLAN (ICTAP). If you are a displaced Federal employee, you may be entitled to receive special priority consideration under ICTAP.

1. ICTAP eligibles must be rated well qualified for the position to receive consideration. A well qualified employee is defined as meeting all of the minimum qualification standards and eligibility requirements as well as possessing skills that clearly exceed the minimum qualification requirements for the position. A minimum rating score of 80 is required for Delegating Examining positions.

2. Federal employees seeking ICTAP eligibility must submit proof they meet the requirements of the 5 CFR 330.704. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. Do not submit documents when you apply. You must provide documents within 3 days after a tentative job offer is made.

NOTE: If you wish to be considered through this program, please mark (ICTAP) clearly on the SUPPLEMENTAL DATA FORM.

Resume Format (Rules):

Follow these rules when preparing your Resume. Your Resume must not exceed three pages. TYPE your Resume or use a word processor, ensuring it is clear and legible. HANDWRITTEN OR FAXED Resumes will not be accepted. Use a minimum margin of 1 inch on all sides of your printed Resume. Use a COURIER font, 12 point. You may use all capital letters for section headings. Do not staple, fold, bind, or punch holes in your Resume. Do not use vertical lines, horizontal lines, graphics and boxes. Do not use two-column format or resumes that look like newspapers. Do not use fancy fonts such as italics, underlining, or shadows. Do not use acronyms or abbreviations, other than to describe type of systems used. Do not submit your Resume on colored paper. Do not submit any documentation not specifically requested. Do not submit a SF171 or OF612.

SAMPLE RESUME/FORMAT:

Francine T Rex (Full Name)
186 Southeast Ave (Home Mailing Address)
Aberdeen MD 21001
410 272-7119 H (Home phone number with area code)
410 273-1110 W (Work phone number with area code)
DSN 555-1110 (DSN phone number, if applicable)
SSN: 198673021 (Do not insert dashes between numbers)
Source: EXT or INTXXX (**see Source Code listing below)
Highest Permanent Grade Dates Held: GS-201-12, 04/01/92-01/01/93 (Pay Plan, Series, Grade, Dates (MM/DD/YY format))
Typing: 70 WPM (use exact speed)
Steno Dictation Speed: 120 WPM (use exact speed)

EXPERIENCE: When describing duties include: Start and End dates (MM/DD/YY); Hours Worked Per Week; Position Pay Plan, Series, Grade (If Federal Civilian Position); Current Salary (If experience entry describes Federal civilian positions at different grade levels, include month and year promoted to each grade); Employer's Name and Complete Address; Supervisor's Name and Telephone Number; All Major Tasks (Include in your description any systems you have worked on, any software programs you have used, any special programs you have managed, any regulations, directives, etc. you have used, any other job-related information you would like to include.)

EDUCATION: Give your highest level of education completed. If degree completed (e.g., AA, BA, MA) list your major field of study, name of school, year degree awarded and your GPA. NOTE: Resume must include courses and semester/quarter hours for positive education requirement positions. If your highest level was high school, list either highest grade completed, year graduated, or date your GED was awarded.

SPECIALIZED TRAINING: List training courses you have completed and consider valuable and relevant to your career goals. Indicate dates and length of training.

LICENSES, CERTIFICATES, AWARDS, and OTHER INFORMATION: List professional licenses/certificates, including date(s) certified and

state, language proficiencies, professional associations, awards, and any other pertinent information.

Where to Submit Package:

1. If you already have a Resume on file and are submitting a 'Self Nomination', send your self nomination information to:
Mail: Northeast CPOC, Resumix Project Office, 314 Johnson Street, Aberdeen Proving Ground, MD 21005-5283
E-Mail: selfnom@cpocner.apg.army.mil, subject: selfnom (Do not send the Self-Nomination as an attachment, just include the requested information in the body of the email. Attachments will not be accepted.)

FAX: Commercial (410) 306-0229 or DSN 458-0229

2. If you do not have a Resume on file and are submitting a 'Resume' and 'Supplemental Data', send them to:
Mail: Mail your three page Resume and your Supplemental Data Information to: Northeast CPOC, Resumix Project Office, 314 Johnson Street, Aberdeen Proving Ground, MD 21005-5283
E-Mail: Send your Resume as an ASCII text file, no attachments, include a string of fifteen @ symbols on a line immediately above your name (at the start of your resume), place the word Resume in the subject line and E-mail to: resumes@cpocner.apg.army.mil. Include your Supplemental Data Information at the end of your email message. The supplemental data is not considered part of your three page Resume.

3. Unless specifically stated in the merit promotion announcement, do not submit the following documentation supporting your status/eligibility when submitting a resume: SF15s, DD214s, current VA letter establishing disability, copies of SF50s to reflect employment status, transcripts for verification/crediting of education and licenses/certificates. Verification of eligibility for these claims will be done only on the selectee who must provide copies of any required documents within three days after tentative job offer when requested for the documents is made.

IN ORDER TO RECEIVE CONSIDERATION, YOUR RESUME, SUPPLEMENTAL DATA, AND SELF NOMINATION INFORMATION (IF APPLICABLE) MUST BE RECEIVED BY THE CLOSING DATE (UNLESS OTHERWISE SPECIFIED IN THE ANNOUNCEMENT).

To check the status of your resume selfnoms after submission, log into the NECPOC ROAR system: <https://neregion.apg.army.mil/roar/roarl.htm>

**SOURCE CODES: Select the appropriate source code from the listing below and enter on your Resume.

INTXXX - permanent status employees currently serviced by the Northeast Civilian Personnel Operation Center (NECPOC). Select your servicing Civilian Personnel Advisory Center (CPAC) source code.

EXT - employees serviced by a different Army region (i.e. SECPOC - Fort Benning, NCCPOC - Rock Island, etc), employees of other Federal agencies, term employees, temporary employees and applicants who have never worked for the Federal Government.

Source Code	Area Covered by Code
EXT	EXTERNAL Candidate
INTAAA	ARMY AUDIT AGENCY
INTADE	ADELPHI, MD
INTAMC	HQ ARMY MATERIEL COMMAND
INTAPG	ABERDEEN PROVING GROUND, MD
INTATL	CORPS OF ENGINEERS, NORTH ATLANTIC (EUROPE)
INTBAL	BALTIMORE DIST COE, MD
INTBUF	BUFFALO DIST COE, NY
INTCAR	CARLISLE, PA
INTCHA	LETTERKENNY, PA
INTDET	DETROIT DIST COE, MI
INTDTK	FORT DETRICK
INTDIX	FORT DIX, NJ
INTDRU	FORT DRUM, NY
INTENG	NEW ENGLAND COE
INTHOF	HOFFMAN
INTMON	FORT MONMOUTH, NJ
INTMTC	MILITARY TRAFFIC MANAGEMENT COMMAND
INTNAT	NATICK, MA
INTNOR	NORFOLK DIST COE, VA
INTNYC	NY DIST COE, NY (INCLUDES NADO)
INTPHI	PHILA DIST COE, PA
INTPIC	PICATINNY, NJ
INTPNT	PENTAGON
INTTOB	TOBYHANNA, PA
INTWAV	WATERVLIET, NY
INTWES	WEST POINT, NY

ARMY CIVILIAN PERSONNEL ON-LINE: For more information on How to Apply and to submit Resume or Self Nomination visit the Northeast Region Civilian Personnel Operations Center's Home Page on the internet. The address is: <http://cpolrhp.army.mil/ner>, click on Employment Information, and then click on Resumix Kit for Employees. The kit can also be obtained from any of the Northeast Servicing Civilian Personnel Advisory Centers (CPACs).

If you would like to be considered, then you are required to submit all necessary materials applicable to this vacancy announcement.

THE DEPARTMENT OF THE ARMY IS AN EQUAL OPPORTUNITY EMPLOYER. All qualified applicants will receive appropriate consideration without regard to non-merit factors such as race, color, religion, sex, national origin, marital status except where specifically authorized by law, age, politics, disability, or sexual orientation which do not relate to successful performance of the duties of this position. Reasonable accommodation to individuals with disabilities will be provided upon request.

SELECTION FOR THIS POSITION IS SUBJECT TO RESTRICTIONS RESULTING FROM DEPARTMENT OF DEFENSE REFERRAL SYSTEM FOR DISPLACED EMPLOYEES.